



LAKE FOREST REDEVELOPMENT AGENCY

REDEVELOPMENT PLAN PROJECT AREA CONFORMANCE APPLICATION CHECKLIST

Welcome to the El Toro Redevelopment Plan Project Area (“Project Area”) and thank you for proposing a project within this Project Area.

The Redevelopment Agency (“Agency”) Board approved the First Amended Conformance Policies and Procedures on February 3, 2004, to facilitate Agency review of projects or new developments within the Project Area and determine their conformance with the goals and objectives of the Redevelopment Plan. For the Agency review process, you must complete the following checklist and include it with the application package submitted to the City’s Development Services Department and/or Building Division.

Upon determination that this application is complete, Agency staff will review your project submittal. If the Agency identifies issues related to the proposed project’s consistency with the Redevelopment Plan, you will be invited to meet with the Agency staff to discuss possible resolutions. Agency staff may be contacted at (949) 461-3567 if you have any questions regarding the Agency review process.

PROPERTY OWNER/APPLICANT INFORMATION:

Applicant:	
Address:	
Contact Person:	
Telephone No.:	
Fax No.:	
E-mail Address:	
Location of the Project:	
APN No. (if applicable):	

Legal Land Owner:	
Address:	
Contact Person:	
Telephone No.:	
Fax No.:	
E-mail Address:	

Legal Leasehold Owner:	
Address:	
Contact Person:	
Telephone No.:	
Fax No.:	
E-mail Address:	

FOR AGENCY USE ONLY

Application No.:

Date Received:

CERTIFICATION:

I hereby certify that the proposed modification / improvement / development conforms to the El Toro Project Area Redevelopment Plan and Design Guidelines. I am aware that failure to supply the required information (as stated below) will result in a rejection of this application. I also hereby certify under penalty of perjury that all the foregoing information is true and correct and recognize that any false or misleading information shall be grounds for denying this application.

Applicant (please type or print)

Signature

Date

REQUIREMENTS:

1. Please submit the following required items with your permit application for City review and approval.

- **Site Plan** (*both printed and digital copies in pdf or jpg format*) ☐
- **Landscape Plan** ☐
- **Building Elevations** (*printed and digital copies in pdf or jpg format*) ☐
- **Standard Architectural Drawings** ☐
- **Pictures of the existing adjacent properties** (*include both printed and digital copies in pdf or jpg format of properties on the north, south, east and west sides of this submitted project*) ☐
- **Proforma** (if applicable) ☐
(*If available, digital pictures of "before and after" project completion*)
- **Property Owner Authorization** ☐
- **Other** _____ ☐

2. If applicable, please list all **existing City approved permits**:

- a. _____
- b. _____
- c. _____

3. Using the **attached El Toro Redevelopment Project Area Map (last page)**, please identify the location of the proposed modification / improvement / development.

4. Please provide a **general description** of the modification / improvement / development, including square footage, type of business, size of lot, dollar valuation, etc.

5. **Type of Application:** Please check all items that apply to this application.

MAJOR PROJECT

- Legislative Action ¹ ☐
- Development Agreement ☐
- Conditional Use Permit ☐
- Site Development Permit ☐
- Environmental Impact Report ² ☐

MINOR PROJECT

- Maps ³ (Tentative, Vesting, Final, Tract and/or Parcel) ☐
- Change Plan ☐
- Construction Permit ⁴ ☐
- Signs ☐
 - New Planned Sign Program or modification to an existing Planned Sign Program
 - *Note: Applications for a new sign or modification to an existing sign covered by an existing approved Planned Sign Program shall be exempt from review. Applications for any sign not covered by a Planned Sign Program or required to be covered by a Planned Sign Program shall be reviewed under the expedited procedures and the Agency Conformance Sign Checklist.*
- Parking Deviation ⁵ ☐
- Fence / Wall Height Modification Permit ☐
- Minor Wireless Communication Facilities ☐
 - *Note: "Minor Communication Facilities" as defined in Lake Forest Municipal Code §9.162.040 as "minor facilities" shall be exempt from review.*
- Other Minor Projects ☐
 - *Note: The Executive Director may determine a minor project to be exempt from review if he/she concludes that the project is not of a sensitive nature; will not have a negative effect on the Project Area; and will not be inconsistent with the Goals or Objectives of the Redevelopment Plan.*

SPECIALITY PROJECT

- Affordable Housing Incentive Permit ☐
- Condominium Conversion Use Permit ☐
- Sensitive / Significant Projects ⁶ ☐

¹ Any project for which an amendment to the City's General Plan or the City's Zoning Code or the approval or amendment of a Specific Plan or other type of master plan is sought or required.

² Any development for which an Environmental Impact Report is determined to be necessary by the Development Services Department.

³ Any project for which approval of a map under the Subdivision Map Act (Government Code § 66100 et seq.) is required.

⁴ Any project for which a building, grading, plumbing, electrical and/or other construction related permit is required, where the value of the work used to estimate the cost of all such permits for the project will equal or exceed \$50,000.

⁵ Any project for which an Off-street Parking Alternative Use Permit is sought or required.

⁶ Any Minor Project that, in the determination of the Executive Director, warrants reviews of the Governing Board, due to its sensitive nature, potential for significant negative effects on the Project Area, or potential for significant inconsistency with Goals and Objectives of the Redevelopment Plan.

CRITERIA FOR PROJECT REVIEW AND APPROVAL

A. Is the proposed Major Project, Minor Project, or Specialty Project consistent with one or more of the goals of the Redevelopment Plan?

	Yes	No	N/A
1) Does the project or improvement remedy, remove, and prevent economic blight in the Project Area? <i>If yes, please explain :</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>			
<hr/>			
2) Does the project or improvement expand the commercial and industrial base of the community, through the promotion of new and continuing private sector investment in the Project Area? <i>If yes, please explain :</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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3) Does the project or improvement encourage the cooperation and participation of residents, businesses, businesspersons, public agencies and community organizations in the redevelopment of the Project Area? <i>If yes, please explain :</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>			
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4) Does the project or improvement upgrade the general economic viability of the commercial and industrial enterprises within the Project Area? <i>If yes, please explain :</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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	Yes	No	N/A
5) Does the project or improvement address or remedy fractured land ownership or properties encumbered by master leases of inadequate duration to allow for capital investment? <i>If yes, please explain :</i> <hr/> <hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6) Does the project or improvement provide for the expansion, renovation and relocation of businesses within the Project Area to enhance their economic viability? <i>If yes, please explain :</i> <hr/> <hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7) Does the project or improvement recycle and/or develop underutilized parcels to accommodate higher and better economic uses thereby improving the financial viability of the community as a whole? <i>If yes, please explain :</i> <hr/> <hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8) Does the project or improvement provide remedies to parcels of property that are inadequately sized for proper usefulness and development, and which are held in divided and widely scattered ownerships? <i>If yes, please explain :</i> <hr/> <hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9) Does the project or improvement redevelop areas within the Project Area that are economically stagnating and/or improperly utilized? <i>If yes, please explain :</i> <hr/> <hr/> <hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Yes	No	N/A
10) Will the project or improvement aid in expanding the existing employment base and promote the creation of new employment opportunities? <i>If yes, please explain :</i> <hr/> <hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11) Will the project or improvement provide opportunities and mechanisms to increase sales tax, property tax and other revenues to the City of Lake Forest? <i>If yes, please explain :</i> <hr/> <hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12) Will the project or improvement promote economic diversification of the Project Area? <i>If yes, please explain :</i> <hr/> <hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13) Will the project or improvement address causes of depreciated or stagnant property values or impaired investment, including but not limited to properties containing hazardous waste that requires use of the Agency's special authority under Article 12.5 of Community Redevelopment Law? <i>If yes, please explain :</i> <hr/> <hr/> <hr/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Yes	No	N/A
14) Does the project or improvement cure, remedy or improve conditions of abnormally high vacancies, low lease rates, high turnover rates and the presence of abandoned buildings in the Project Area? <i>If yes, please explain :</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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15) Will the project or improvement aid in remedying the lack of necessary commercial facilities such as grocery stores, drug stores, and banks and other lending institutions? <i>If yes, please explain :</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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16) Will the project or improvement aid in reducing the crime rate within the Project Area? <i>If yes, please explain :</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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17) Will the project or improvement aid in addressing and removing the presence of incompatible uses within the Project Area? <i>If yes, please explain :</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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B. For Major Projects, Minor Projects, and Specialty Projects, is the proposed project or improvement consistent with the goals of the Redevelopment Plan?

	Yes	No	N/A
1) Does the project or improvement achieve an environment reflecting a high level of concern for architectural, landscape and urban design principles by complying with the El Toro Road Project Area Design Guidelines in a manner appropriate to the objective of the Redevelopment Plan? <i>If yes, please explain :</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> <hr/> <hr/>			
2) Does the project or improvement eliminate Physical Blight and provide a quality entry statement to the Project Area? <i>If yes, please explain :</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> <hr/> <hr/>			
3) If located at a major intersection, does the project provide an aesthetically pleasing entryway statement? <i>If yes, please explain :</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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QUESTIONS FOR PROPOSED RESIDENTIAL PROJECTS ONLY

C. Is the proposed housing project consistent with the Redevelopment Plan Goals for Affordable Housing?

- | | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 1) Increase home ownership in the residential portion of the Project Area.
<i>If yes, please explain :</i> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 2) To provide opportunities for the expansion of the community's supply of housing (on a citywide basis) including housing opportunities to increase, improve, and preserve the supply of affordable housing especially for very low, low and moderate-income households in single-family and multiple-family units.
<i>If yes, please explain :</i> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|---|--------------------------|--------------------------|--------------------------|
